



STATE OF MICHIGAN  
OFFICE OF THE STATE BUDGET  
LANSING



CENTER FOR EDUCATIONAL  
PERFORMANCE AND INFORMATION

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**DATE:** May 2, 2007

**TO:** School district superintendents and public school academy administrators

**FROM:** Margaret M. Ropp, Ph.D., director, Center for Educational Performance and Information  
Jeremy M. Hughes, Ph.D., deputy superintendent/chief academic officer, Michigan Department of Education

**SUBJECT:** Graduation and Dropout Rates for School Year 2005-2006

We are pleased to announce that the Web-based Graduation/Dropout Review and Comment Application (GAD) is expected to open at 12:01 a.m., Monday, May 7, 2007, and will close at 11:59 p.m., Thursday, May 31, 2007. The Center for Educational Performance and Information (CEPI) has calculated your 2005-2006 school year graduation and dropout rates utilizing your district's official Single Record Student Database (SRSD) submissions.

A document containing the business rules utilized to calculate your rates entitled "Details of Michigan's 2005-2006 Graduation and Dropout Methodology" is available on the CEPI Web site at [www.michigan.gov/cepi](http://www.michigan.gov/cepi). From the CEPI home page, click on "Graduation and Dropout Rates Information" on the right-hand "Quick Links" navigation bar.

As mentioned in our e-mail message dated April 6, 2007, this application contains the official graduation and dropout rates for the 2005-2006 school year. During the "Review and Comment" period, authorized GAD users will be able to review the calculated rates and make any necessary minimal adjustments based on the most recent knowledge of the students' movements. The application will close temporarily at the end of May to allow the data to be transferred from CEPI to the Michigan Department of Education (MDE) for population into the Michigan School Report Cards. The application will re-open and serve as the appeal mechanism for the high school graduation rates, if needed.

To prepare for the Graduation/Dropout Review and Comment Application opening, we suggest the following actions:

- 1) Ensure that the appropriate staff members have completed and submitted security agreements to CEPI. The security agreement form is located on the CEPI Web site, as referenced in the first paragraph above.
- 2) Ensure that the appropriate staff members review the training materials that will be made available on the CEPI Web site. A notice will be sent directly to all GAD authorized users regarding this information.

As always, thank you for your continued collaboration with CEPI and MDE.

cc: ISD superintendents  
PSA authorizers